

Memorandum of Understanding
Between Texas Woman's University
And
Wharton County Junior College

I. Scope

a. Subject of Agreement

Wharton County Junior College (WCJC) and Texas Woman's University (TWU) enter into the following Memorandum of Understanding (MOU) concerning the matriculation of WCJC students into TWU baccalaureate programs.

b. Purpose of Agreement

The intent of the MOU is to facilitate a seamless transition from WCJC to TWU baccalaureate programs by accomplishing two objectives: 1) communicate a message that encourages completion of the bachelor's degree among college transfer students and 2) building a Talent Strong Texas.

c. Students

The MOU is designed to serve primarily WCJC students interested in transferring to TWU.

d. Date of Effect

The MOU will be in effect from the date on which parties have affixed their signatures. Review, revisions and termination provisions are discussed below in Section IV.

II. Understanding of the Parties

a. General Understandings, Texas Woman's University

During the period of this MOU, Texas Woman's University stipulates to the following:

- i. All regular credit courses completed with a grade of "C" or better will be articulated. A grade of "D" may be applied in some circumstances. The application of articulated credit to degree requirements will be determined by the faculty of the major department.
- ii. WCJC Associate of Arts (AA) graduates and Associates of Sciences (AS) graduates who are certified Core Complete will be considered to have met TWU general education requirements for all courses in which they have earned a "C"

or higher. Some majors may require additional coursework classified as core at TWU.

- iii. WCJC transferees who have not completed an AA or an AS or who are not Core Complete must complete TWU's general education requirements.
- iv. WCJC associate degree graduates admitted to TWU will:
 1. Receive junior standing and be treated equal to native students. Policies for financial aid, academics, advising, and graduation will apply equally to native and to WCJC associate degree transfer students;
 2. Be required to complete the same degree requirements as native students.
- V. TWU will provide enrollment and promotional materials in a timely manner, including enrollment packets, catalogs, course lists, promotional brochures, fliers, and digital materials.

b. General Understanding, WCJC

During the period of this MOU, WCJC will,

1. Inform students and faculty about the MOU and provide assistance and distribute information about Texas Woman's University;
2. Provide opportunity for TWU representatives to visit WCJC campuses to explain the articulation agreement and the opportunity it represents for the students to complete their baccalaureate degree;
3. Cooperate with TWU in providing financial aid information to students transitioning from WCJC to TWU;
4. Cooperate with TWU to provide WCJC transfer students access to information about:
 - a. TWU general education requirements;
 - b. Prerequisites for courses in the major;
 - c. Admissions requirements and processes;
 - d. Turnaround times on applications, transfer credit, and financial aid;
 - e. TWU tuition and fees;
 - f. A list of TWU's contact people for articulation questions, academic programs and support services.
5. Cooperate with TWU in the dissemination of information about this MOU so that it is brought to the attention of prospective and existing students by reasonable means, including the WCJC webpage.

6. Contact students who are nearing WCJC'S graduation requirements to inform them of the opportunity and what needs to be accomplished to meet requirements and apply for graduation.
7. Provide, annually, to TWU, a list of students who are awarded an associate degree with the exception of students who have requested that directory information be withheld.
8. Identify a staff member to serve as the principal liaison with TWU in the conduct of the program. The liaison's role is to:
 - a. Ensure that accurate and timely information regarding the on-line programs and services is made available to students;
 - b. Facilitate such communication between WCJC and TWU that creates reciprocal benefits and serves the students.

c. Mutual Understandings

1. Nondiscrimination. Participation of qualified students in the degree programs will be permitted in compliance with the applicable federal, state, and local nondiscrimination laws and regulations. In particular, TWU and WCJC will not discriminate on the basis of race, color, national origin, religion, gender, age, sexual orientation, marital status, disability, military discharge, veteran status, or any other basis protected by law in any area of employment or in services to their students.
2. Accreditation. TWU and WCJC will maintain their accreditation with regional accrediting associations or and other accreditation currently in existence pertaining to the degree programs.
3. Cooperation. TWU and WCJC will attempt to encourage and maintain a high degree of cooperation between their support staffs in the operation of this MOU.
4. TWU and WCJC agree to exchange information, within legal guidelines, about individual students with the goal of making students aware of the potential to satisfy associate degree requirements by transferring coursework between both institutions.
 - a. Student permission to transmit transcripts will be secured in accordance with the Family Educational Rights and Privacy Act (FERPA) guidelines.
 - b. Students must be in good academic standing at each institution in order to participate in the reverse transfer program.
 - c. In accordance with the Southern Association of Colleges and Schools (SACS) guidelines, students must complete a minimum of 25% (15 semester credit hours) of associate degree requirements at WCJC.

5. Waiver of Terms and Provisions. Any waiver by either party of any term or provision of this MOU at any time will not constitute a waiver of any other or all terms and provisions. Any waiver of any part of a provision of this MOU at any one time will not constitute a waiver for all times.
6. FERPA. TWU and WCJC will comply with FERPA in the handling of educational records of students enrolled in their programs.

III. Reverse Transfer (from WCJC COLLEGE)

a. Orienting Principles

- i. Student permission to transmit transcripts will be secured in accordance with FERPA guidelines.
- ii. Student must be in good academic standing at each institution in order to participate in the reverse transfer program.
- iii. In accordance with SACS guidelines, students must complete a minimum of 25% (15 SCH) of associate degree requirements at WCJC.

b. Texas Woman's University agrees to:

- i. Identify students who transfer from WCJC with 15 semester credit hours completed at WCJC.
- ii. For those students who have a minimum of 15 academic credit hours from WCJC and have indicated via their ApplyTexas Application that they would allow the transfer of information (Attachment A), automatically send the student's transcript back to WCJC once it has been determined that the student is in good standing, has completed a total of 60 semester credit hours (includes transferrable hours from all institutions, including TWU). Lists of students will be provided three times annually following each grading period.
- iii. Send transcripts at no charge.
- iv. Send WCJC a list of students whose transcripts have been sent including contact information and email addresses to Graduation@wcjc.edu or

GRADUATION
Wharton County Junior College
911 Boling Hwy
Wharton, TX 77488

- v. Provide a contact person who is knowledgeable about the Reverse Transfer Program for students and administrators.

c. WCJC agrees to:


- i. Inform WCJC students about the reverse transfer opportunity and how to earn an associate's degree after transferring to TWU.
- ii. Provide a list of students to TWU twice annually who are awarded an associate degree as a result of this reverse transfer agreement.
- iii. Provide a contact person to facilitate communication about administrative issues related to the Reverse Transfer Program.

IV. Review, Amendment and Termination

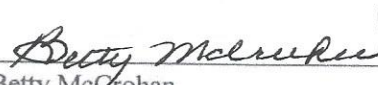
- a. All parties are committed to the concept of a long-standing agreement. This MOU, including appendices, will be amended when programs are added, deleted, or significantly modified. Amendments may take the form of letters signed by the signatories below or their designated representatives. The MOU will be reviewed annually or at any time at the request of either party. Either party may terminate the agreement with ninety days' notice. However, termination will not be executed without a negotiated teach-out agreement for students currently enrolled.

Signatures

This MOU may be modified or terminated by either party by written notice to those signing below.



Dr. Carine Feyter
Chancellor and President
Texas Woman's University



Betty McCrohan
President
Wharton County Junior College

TWU APPROVED AS TO LEGAL FORM

Supawon
Lervisit

Digitally signed by
Supawon Lervisit
Date: 2023.11.16
14:49:24 -06'00'

Attachment A

ApplyTexas' Reverse Transfer Question

For Transfer Students from Texas Community Colleges ONLY: By checking this box, applicant agrees to allow the university to which he/she transfers to provide his/her transcript to the Texas community college from which they are transferring to allow the community college to grant him/her an associate's degree upon completion of sufficient credit hours from the university.

*Checking YES does not guarantee the granting of an associate's degree since not all universities and colleges in Texas participate in reverse transfer partnerships.